



# Hoover Presidential Foundation School Bus Travel Grant Application Form

Please Print

Date Request Submitted \_\_\_\_\_ Address \_\_\_\_\_

School Name \_\_\_\_\_ City \_\_\_\_\_

School District \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Class \_\_\_\_\_ County: \_\_\_\_\_

Contact Name \_\_\_\_\_ Contact Email \_\_\_\_\_

Contact Title \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

\_\_\_\_\_ Title 1 Status \_\_\_\_\_ % of Reduced Lunches  
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On what day is your visit scheduled? \_\_\_\_\_  
(Must be scheduled through the Hoover Presidential Library and Museum – 319-643-5301)

Planned Number of Participants: Students \_\_\_\_\_ Teachers/Chaperones \_\_\_\_\_

Number of Buses \_\_\_\_\_

Round Trip Mileage \_\_\_\_\_

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Additional Information:

- Applicants are responsible for making all transportation and destination arrangements through the Hoover Presidential Library and Museum and/or the Hoover National Historic Site.
- The grant does not cover other related costs including any admission fees.
- Schools may receive only one grant between August 1 and June 30 of each school year.
- To be eligible to apply, the school must be a non-profit and tax-exempt public, private, home or charter school that provides daily education to K-12 grade students.
- Schools with a Title I status or high reduced lunch percentage will be given priority.
- The formula used to determine the grant amount is \$3.00/mile per bus with a minimum of \$20.00 and a maximum of \$300.00 per school. A grant for the same school for a second bus may be considered if funds are available.
- The Bus Grant is used solely to visit the Herbert Hoover campus.
- The School Bus Grant Application Form must be received by the deadlines:  
  - October 1 – Fall/Winter Trips (between August 1 and December 31)
  - March 1 – Spring Trips (between January 2 and June 30)
- The school will receive funds for the grant only when the Hoover Presidential Foundation receives the Request for Reimbursement form. The request must be received within one month after the trip.
- After the trip, teachers are encouraged to send student letters, drawings, digital photos and poems about their experience to the Hoover Presidential Library-Museum and Hoover National Park. These will inspire donors to keep the buses rolling.